

English Proficiency Baseline

Version 06.02.03

Under the No Child Left Behind (NCLB) Act, each school corporation must submit English proficiency baseline data for school year 2002-03 for language minority students. A language minority student is a student for whom at least one of the following is true:

1. the student's first acquired (learned) language is other than English; regardless of which language is dominant; or
2. the language most often spoken by the student is other than English; or
3. the language most often spoken in the student's home is other than English.

Instructions

The required English proficiency baseline data should be collected on language minority students, combined into a file, and submitted to the Department of Education through the secured STN Application Center. The file may be any of the formats contained in this document. This file must contain all the fields in the order described in the data layout below.

A trial file submission period will be available June 2 through June 13, 2003. This optional period will provide the opportunity to verify transmission and validity of the data file **prior to** the actual collection cycle. All data submitted during this optional period will be deleted at the end of the day on June 13, 2003 unless other arrangements have been made with the Department.

The required collection period will begin on June 16, 2003 and last until June 20, 2003, which is the final date for submission. During this time you are required to transfer the file to the Department of Education using the secured STN Application Center, check the processing results for errors, and check the reports in the message center for accuracy. If there are any errors or inaccuracies you may correct your data file and transmit the file again until the end of the day on June 20, 2003.

English Proficiency Baseline Data Layout

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
1	School Number	4	State Assigned School ID Required Field: YES	School building where the student is located.
2	Student Test Number (STN)	9	Official Student Test Number (STN) assigned to student Required Field: YES	Warning messages will be generated if an STN appears in the same file more than once.
3	English Language Proficiency Code	1	Which proficiency code best describes the student? Allowable Codes Are: 1 = Fluent English Proficient (FEP) 2 = Limited English Proficient (LEP) Required Field: YES.	FEP: A language minority student is considered to be FEP if the student's English language abilities are "near native" or "native-like", as determined by English language proficiency instrument, and if the student's academic performance in English is at grade level. LEP: A language minority student is considered to be LEP if the student's English abilities are limited (or non-existent), as determined by an English language proficiency instrument, and if the student's academic performance in English is not at grade level.
4	English Language Proficiency Level	1	What is the attained proficiency level in the English language? Allowable Codes Are: 1 = Level 1 2 = Level 2 3 = Level 3 4 = Level 4 5 = Level 5 Required Field: YES.	Level 1: The student does not speak, understand, read or write English but may know a few isolated words or expressions. Level 2: The student understands simple sentences in English, especially when spoken slowly, but does not speak, read or write English, except isolated words or expressions. Level 3: The student communicates in English with hesitancy and difficulty. With effort and help, the student can carry on a conversation in English, read and understand at least parts of lessons, and follow simple directions. Level 4: The student speaks and understands English without apparent difficulty, but reads two (2) or more years below grade level and displays low academic achievement.

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Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
				Level 5: The student speaks, understands, reads and writes English without difficulty and displays academic achievement comparable to English speaking peers at his/her grade level. Students performing at this level are not considered LEP regardless of their home or first language.
5	Instrument Used	1	<p>What is the instrument used to measure the English proficiency level?</p> <p>Allowable Codes Are:</p> <p>1 = Woodcock - Munoz 2 = Language Assessment Scales (LAS) 3 = Idea Proficiency Test (IPT) 4 = Other</p> <p>Required Field: YES.</p>	
6	Length of Enrollment	1	<p>Has the student been enrolled in U.S. schools for a period of less than three years?</p> <p>Allowable Codes Are:</p> <p>Y = Yes N = No</p> <p>Required Field: YES.</p>	
7	Grade Level	2	<p>Allowable Codes Are:</p> <p>KG=Kindergarten 01=Grade 1 02=Grade 2 03=Grade 3 04=Grade 4 05=Grade 5 UG=Elementary Ungraded 06=Grade 6 07=Grade 7 08=Grade 8 09=Grade 9 10=Grade 10 11=Grade 11 12=Grade 12 SU=Secondary Ungraded</p> <p>Required Field: YES</p>	

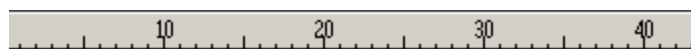
Example Data Files

The following section contains example data files in the allowed comma delimited, positional, and XML formats.

Comma Delimited

```
0001,000102001,1,5,1,N,01
0001,000102999,2,3,2,Y,02
0002,000202001,2,1,3,N,03
0002,000202999,1,5,4,Y,04
```

Positional



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0001000102001151N01
0001000102999232Y02
0002000202001233N03
0002000202999154Y04
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E(x)tensible Markup Language (XML)

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    <School Id="0001">
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          EnglishProficiencyInstrument="1" EnrollmentLength="N" />
        <SchoolUse GradeLevel="01" />
      </Student>
      <Student STN="000102999">
        <Demographics EnglishProficiencyCode="2" EnglishProficiencyLevel="3"
          EnglishProficiencyInstrument="2" EnrollmentLength="Y" />
        <SchoolUse GradeLevel="02" />
      </Student>
    </School>
  </School Id="0002">
    <Student STN="000202001">
      <Demographics EnglishProficiencyCode="2" EnglishProficiencyLevel="1"
        EnglishProficiencyInstrument="3" EnrollmentLength="N" />
      <SchoolUse GradeLevel="03" />
    </Student>
    <Student STN="000202999">
      <Demographics EnglishProficiencyCode="1" EnglishProficiencyLevel="5"
        EnglishProficiencyInstrument="4" EnrollmentLength="Y" />
      <SchoolUse GradeLevel="04" />
    </Student>
  </School>
</Corporation>
</XIF_EPData>
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